

**CENTRAL FALLS HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

Minutes

February 27, 2008

Call to Order

Chairperson, Mr. Robert Salisbury called the meeting to order at 4:00 p.m.

Present were: Robert Salisbury, Chairperson

Sister Mary Gibson, Commissioner

Albert Laroche, Commissioner

Gladys Burns, Commissioner

Excused: Charles Coelho, Commissioner

Also present: Robert Girouard, Executive Director

Domenic Butler, Director of Housing Operations

Susan Levasseur, Administrative Assistant

Raymond Marcaccio, Attorney

Approval of Minutes

Albert Laroche motioned to accept the minutes of the January 2008 meeting collectively, Gladys Burns seconded and so it was voted 4-0.

Approval of Expenditures

Gladys Burns motioned to accept the Expenditures for January 2008, Sister Mary Gibson seconded, and so it was voted 4-0.

Administrative Report

Robert Girouard, Executive Director, briefs the board on some of the latest issues that are taken place at the Central Falls Housing Authority. Our unit allocation plan has been submitted to HUD, they have sixty (60) days to review. We have an employee in the Section 8 department that has given their two week notice. Therefore, Mr. Girouard would like board approval to hire for this position, thus filling this vacancy quickly so that the Section 8 department does not fall short handed again.

We have received an insurance bonus for the second time this year in the amount of \$5,100.00. The ROSS grant is still in the works, Mr. Girouard has checked the website for award notifications and at this time there have been no announcements.

Mr. Girouard explains to the board that the FSS offices have been relocated to Forand Manor. The School St. property is in very poor

condition. In the past the Director and the board has expressed interest in purchasing this particular piece of property for development of a new office building. Mr. Girouard feels that this may be a good time to begin researching the possibilities of moving forward with this project.

At this time the board moves to table this project.

The board begins discussions on the Hot Water System that needs to be replaced at Forand Manor. There is some disagreement on how this matter should have been handled. Due to the fact that this circumstance fell under an emergency situation, six (6) companies were solicited to submit bids pertaining to this construction. Bids did come in higher than expected, however, due to the nature of this emergency and after further discussion amongst, Moe Brousseau, Modernization Coordinator; Domenic Butler, Director of Operations; Bill Aunchman, Maintenance Foreman, Mr. Girouard spoke to Mr. Brousseau, and a decision was made to go with J. Coyne Company, Inc. to move forward with this project in the amount of \$150,000.00. The following day the decision was made to stop this project due to the high price of the bidder.

At this time the CFHA will have a redesign performed and then re-solicit companies to bid. We will keep the board posted on this matter.

Old Business

None at this time

New Business

None at this time

Executive Session

Motion made by Gladys Burns to move into executive session, seconded by Sister Gibson and so it was voted to move at 5:30 pm to receive legal advice and to discuss personnel issues.

Reconvene to Public Session

Reconvene at 5:43 pm

Adjourn

Motion to adjourn made by Gladys Burns, seconded by Sister Mary Gibson at 5:45 p.m.

**CENTRAL FALLS HOUSING AUTHORITY
BOARD OF COMMISSIONERS
EMERGENCY MEETING**

Minutes

March 11, 2008

Call to Order

Chairperson, Mr. Robert Salisbury called the meeting to order at 2:00 p.m.

Present were: Robert Salisbury, Chairperson

Sister Mary Gibson, Commissioner

Albert Laroche, Commissioner

Gladys Burns, Commissioner

Charles Coelho, Commissioner

Also present: Robert Girouard, Executive Director

Domenic Butler, Director of Housing Operations

William Aunchman, Maintenance Foreman

Susan Levasseur, Administrative Assistant

Raymond Marcaccio, Attorney

Motion to Convene

Sister Mary Gibson motioned to open meeting for discussion of Domestic Hot Water, Albert Laroche seconded and so it was voted 5-0.

Discussion

This discussion of this meeting is the Domestic Hot Water situation at Forand Manor. There have been previous bids received to replace the Hot Water System. One of the bids that were received was in the amount of \$150,000.00. This bid was originally accepted and work was begun. The CFHA Board of Commissioners believes this bid is quite high and has voted on the Chairman's decision to halt this construction. At this time the CFHA will be redesigning this project and soliciting new bids. Mr. Aunchman has been working with several companies to see if we can receive a lower estimate for this project. There is some dissention regarding what type of boilers should be used to compensate the Forand Manor facility. Mr. Aunchman briefs the board on some of these new proposals, and as of this date, recommends Automatic Temperature Control. This company has done work for us in the past and we have been satisfied. Mr. Girouard explains to the board that due to the price of this particular project this work needs to go back out to bid because there are some changes made in the original specifications. The engineer will redesign the specifications and the CFHA will solicit

companies to bid once again

Motion made by Sister Mary Gibson, seconded by Gladys Burns, to review new specifications on boilers and storage tanks, board will reconvene for discussion, and so it was voted 5-0

Adjourn

Motion to adjourn made by Albert Laroche, seconded by Gladys Burns at 3:55 p.m.